

# Training Announcement

## **Foundations in Environmental Review: National Environmental Policy Act and 24 CFR Part 58 Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities**

**May 20-22, 2014**

**HUD Region VI – Fort Worth Regional Office  
801 Cherry Street, 28<sup>th</sup> Floor Conference Room  
Fort Worth, Texas 76102**

This training course is designed for Cities, Counties, States, Tribes Public Housing Agencies (PHAs) and HUD staff which prepare and/or process HUD Environmental Reviews under 24 C.F.R. Part 58.

1. **Purpose:** The purpose of this training event is to provide HUD staff and grant recipients with the necessary skills to ensure full compliance with the procedures and requirements of Part 58, Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities under the National Environmental Policy Act (NEPA) and other federal requirements.
2. **Objective:** The objective of this course is to support HUD program recipients in achieving full compliance with NEPA and related environmental laws, Executive Orders and regulations. Participants will learn about roles and responsibilities for preparing environmental reviews, how to make environmental review determinations, how to identify environmental impacts, what further analysis is required when impacts are identified, what documentation is required for the record, when further expertise is necessary to complete the environmental analysis and consultation process, what the public notice and comment requirements are, and how to properly process Requests for Release of Funds.

This training is designed to promote an open exchange with HUD environmental staff on issue identification, problem-solving, and decision-making. The draft Agenda is attached. This is an intense technical course requires attendance during all three days to ensure coverage of all aspects of Part 58.

### **REGISTRATION PROCESS:**

Please use the following link to register for the training program:

<http://www.hud.gov/emarc/index.cfm?fuseaction=emar.registerEvent&eventId=2021&update=N> . Please be sure to keep the registration with your key code to make changes or cancel your reservation.

## **GENERAL INFORMATION:**

Space is limited for this course and fills quickly. Therefore, we are limiting participation to two participants per Responsible Entity or organization. We ask that you register only if you can commit to participate in the entire three days of the training program. We will not issue course certificates for those who do not attend all sessions.

If you register for the course and find later that you are not able to attend, please immediately cancel your registration online, using the code included in the auto-generated email sent to you upon registering for the course. This will enable those that are next on the waiting list to register for the course.

## **HOTEL ARRANGEMENTS:**

HUD has arranged group rates for participants at the following hotels:

Holiday Inn Express & Suites located at 1111 W. Lancaster, Downtown Fort Worth. Telephone: 817-698-9595. Run of House Room 119.00/night. Complimentary breakfast, parking, internet, and shuttle within 3 miles of hotel. Refrigerator, microwave, guest laundry facility. Participants must make reservations and arrange payment directly with the hotel prior to April 21, 2014 to ensure availability of the group rate. Reservations can be made online at the following link [press the control key and move the cursor over the link]: [http://www.ihg.com/holidayinnexpress/hotels/us/en/fort-worth/ftwla/hoteldetail?qAdlt=1&qBrs=6c.hi.ex.rs.ic.cp.in.sb.cw.cv&qChld=0&qFRA=1&qGRM=0&qGrpCd=HUD&qIta=99801505&qPSt=0&qRRSrt=rt&qRms=1&qRpn=1&qRpp=10&qSHp=1&qSmP=3&qSrt=sBR&qWch=0&srb\\_u=1&icdv=99801505](http://www.ihg.com/holidayinnexpress/hotels/us/en/fort-worth/ftwla/hoteldetail?qAdlt=1&qBrs=6c.hi.ex.rs.ic.cp.in.sb.cw.cv&qChld=0&qFRA=1&qGRM=0&qGrpCd=HUD&qIta=99801505&qPSt=0&qRRSrt=rt&qRms=1&qRpn=1&qRpp=10&qSHp=1&qSmP=3&qSrt=sBR&qWch=0&srb_u=1&icdv=99801505)

Marriott TownePlace Suites Fort Worth, Downtown, 805 East Belknap, Fort Worth 76102. Phone: 817-332-6300. Group rate of \$129/night for a King Room. Rate includes breakfast and wireless internet. Amenities include microwave, refrigerator, complimentary shuttle and guest laundry facilities. Participants must make reservations and arrangements directly with the hotel prior to May 5, 2014 to ensure availability of the group rate. You can book your reservation online at the following link [press the control key and move the cursor over the link]: [Book your group rate: HUD May Group 2014 >>](#)

## **CONTACT:**

Barbara R. Britton, Regional Environmental Officer  
Covering the State of Texas HUD Administrators and the  
HUD San Antonio Field Office jurisdictions  
Email: [Barbara.R.Britton@HUD.Gov](mailto:Barbara.R.Britton@HUD.Gov)  
Telephone: 817-978-5982

Laura Myers, Field Environmental Officer  
Covering North Texas, Oklahoma, and New Mexico

E-mail: [Laura.L.Myers@Hud.gov](mailto:Laura.L.Myers@Hud.gov)  
Telephone: 817-978-5947

Shelia Perine, Field Environmental Officer  
Covering Louisiana, Arkansas and the HUD Houston Field  
Office Jurisdictions  
Email: [Shelia.H.Perine@hud.gov](mailto:Shelia.H.Perine@hud.gov)  
Telephone 504 - 671-3757

<b>Agenda</b>		
<b>Foundations in Environmental Review: National Environmental Policy Act and 24 CFR Part 58 Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities</b>		
<b>May 20-22, 2014</b>		
<b>801 Cherry Street Room 2872 Fort Worth, Texas 76102</b>		
<b>Tuesday, March 20</b>		
<b>Time</b>	<b>Session</b>	<b>Presenter</b>
8:30	Registration	
9:00	Welcoming Remarks	TBD
9:15	Introductions	Barbara Britton, Regional Environmental Officer Region VI
<b>General Requirements</b>		
9:30	National Environmental Policy Act (NEPA)	Barbara Britton
10:00	Break	
10:15	<ul style="list-style-type: none"> <li>* Applicability of 24 CFR Part 58</li> <li>* Assumption Authority</li> <li>* Responsible Entities: Authority and Responsibilities</li> <li>* Limitations on Action Pending Clearance (Section 58.22)</li> <li>* Certifying Officer as the NEPA Federal Official: Designation and Responsibilities</li> <li>* Non-RE HUD Recipients: Role and Responsibilities</li> <li>* The NEPA Process and the Administrative Record</li> </ul>	Barbara Britton
<b>Six Steps of the Part 58 Environmental Review Process</b>		
11:45	<b>Step 1: Develop A Meaningful Project Description</b> * Project Aggregation: Functional, Geographic, Composite Part of a Whole * Individual or Tiered Review? * Information Necessary for Solid Project Descriptions	Barbara Britton
12:00	Lunch (On Your Own)	
13:15	<b>Step 2: Determine the Level of Environmental Review</b>	Laura Myers, Field Environmental Officer
14:00	Class Exercise	
14:30	<b>Step 3: Conduct the Environmental Review--General Principals</b> * Complexity of Environmental Reviews * Need for Specialized Expertise * Cost of Preparing Environmental Reviews * Documentation	Barbara Britton
15:00	Break	
15:15	<b>Step 3: Conduct the Environmental Review--Compliance with the Laws and Authorities of 24 CFR Part 58.5</b> Introduction to 58.5 Laws and Authorities	Barbara Britton

<b>Agenda</b>		
<b>Foundations in Environmental Review: National Environmental Policy Act and 24 CFR Part 58 Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities</b>		
15:30	* Historic Properties 58.5 (a) * HUD's Requirements * Texas Historical Commission (Invited)	Shelia Perine, Field Environmental Officer
17:00	Adjourn	
<b>Wednesday, May 21, 2014</b>		
	<b>Step 3: Conduct the Environmental Review--Compliance with the Laws and Authorities of 24 CFR Part 58.5 (Continued)</b>	
9:00	Floodplain Management 58.5 (b)(1) and 24 CFR Part 55	Laura Myers
9:45	Wetlands Management 58.5 (b)(2)	Laura Myers
10:30	Break	
10:45	Coastal Zone Management 58.5 (c)	Shelia Perine
11:15	Sole Source Aquifers 58.5(d)	Shelia Perine
12:00	Lunch (On Your Own)	
13:15	Endangered Species 58.5 (e)	Laura Myers
14:00	Wild and Scenic Rivers 58.5 (f)	Laura Myers
14:30	Air Quality 58.5 (g)	Barbara Britton
15:00	Break	
15:15	Farmland Protection 58.5 (h)	Laura Myers
15:30	Noise Abatement and Control 58.5 (i)(1) and 24 CFR Part 51 Subpart B	Laura Myers
16:30	Explosive and Flammable Operations 58.5(i)(1) and 24 CFR Part 51 Subpart C	Shelia Perine
17:00	Adjourn	
<b>Thursday, May 22, 2014</b>		
<b>Step 3: Conduct the Environmental Review--Compliance with the Laws and Authorities of 24 CFR Part 58.5 (Continued)</b>		
9:00	Airport Hazards 58.5 (i)(1) and 24 CFR Part 51 Subpart D	Barbara Britton
9:30	Contamination and Toxic Substances 58.5(i)(2)	Barbara Britton
10:30	Environmental Justice 58.5 (j)	Barbara Britton
<b>Step 3: Conduct the Environmental Review--Compliance Other Requirements of 58.6</b>		
11:00	* Coastal Barrier Resources * Flood Insurance * Buyer Notification Requirements for Properties Located in Runway Clear Zones and Clear Zones	Laura Myers
11:45	Class Exercise on 58.5 and 58.6	Laura Myers
12:00	Lunch (On Your Own)	
13:15	<b>Step 3: Conduct the Environmental Review--Environmental Assessments and Environmental Impact Statements</b> * Environmental Assessment Factors * HUD involvement in RE-led Environmental Impact Statements Class Exercise	Barbara Britton

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<b>Foundations in Environmental Review: National Environmental Policy Act and 24 CFR Part 58 Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities</b>		
14:15	<b>Step 4. Ensure Public Participation in the NEPA Decision-making Process</b> * Notice of Intent to Request Release of Funds * Combined Notice of Intent to Request Release of Funds and Finding of No Significant Impact * Early and Final Floodplain Notices * Public Comment Periods * Requirements to Address Public Comments Prior to Submitting a Request for Release of Funds	Shelia Perine
14:45	Break	
15:00	<b>Step 5: Obtain Environmental Clearance</b> * Limitations on Actions Pending Clearance * RROF Certification and Submission * HUD Objection Period	Shelia Perine
15:30	<b>Step 6. Post Approval Actions</b> * Requirement to Convey Project Conditions and Mitigation Measures into Agreements and Contracts * RE/Certifying Officer Continuing Obligations * Recipient Continuing Obligations * Monitoring and Training * HUD Actions After Clearance	Barbara Britton
16:00	HUD's Environmental Review Online System (HEROS)	Elizabeth Zepeda, Environmental Protection Specialist, Office of Environment and Energy, HUD, Washington
16:30	Presentation of Certificates	
17:00	Adjourn	